

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting
June 27, 2016**

PRESENT: Matthew M. Toolan, Chairman
Christopher J. Gerstel, Vice Chairman
Cynthia J. Chaston, Member
David C. DiCicco, Member
Michelle S. Geddes, Member
Patricia M. Carey, Director
Robyn G. Fink, Assistant Director

GUESTS: *Community Center of Needham:* Amy Hurley
YMCA Board Members: Janet Jankowiak, Connie Kaufman
Cub Scout Pack 4: Andrea Carter
Town Meeting Member: Ross Donald

Mr. Toolan called the meeting to order at 7:05 PM in the Charles River Room of the Public Services Administration Building.

1. **Minutes of Meeting of June 13, 2016:** Mrs. Chaston made a motion to accept the minutes of the June 13, 2016. The motion was seconded by Mr. Gerstel. The minutes of June 13, 2016 were approved unanimously.
2. **Director's Report:** The Commission reviewed the written report. Ms. Carey reported that the first day of programs and swim lessons went well. Work has begun on the Pollard fields, backstop improvements, re-grading the fields, adding irrigation, then sod. The work should be done in July and resting in August, ready for fall use. Ms. Fink will be going out later in the week on medical leave for a few weeks. Ms. Carey is bringing in a former summer staff member who recently graduated from college to help in the office so Recreation Supervisor Sarah Mallard and Ms. Carey can cover the programs, and Administrative Specialist Kristen Wright can have support keeping the office operating.
3. **Program Report:** The Commission reviewed the written report. Ms. Fink discussed the special training that all program and pool staff attended with staff from Westwood, Norwood and Sharon. The CT Camp Guys bring creative ideas for programs and staff.
4. **Discussion Items**
 - A. **Rosemary Recreation Complex Project:** Mr. Toolan asked that each member of the Commission agree to be the lead Commissioner on the four major categories of Design, Funding, Programming and Marketing. Mr. Toolan and Mr. Gerstel will continue on Design, along with their work with the Advisory Committee. Mrs.

Chaston will oversee Funding, with assistance from Mr. DiCicco. Programming will be handled by Mr. DiCicco with assistance from Mrs. Chaston. Ms. Geddes will oversee Marketing. Mr. Toolan will work with each group, too. On Design, Ms. Carey reported that BH+A has reached out to a solar specialist to get information that would be helpful for discussion, and to show if there is any benefit to either a pitched roof or the slanted roof over the multi-purpose room. BH+A provided information on the spray park/splash pad, and showed how choosing different elements impacts the amount of water use. Water can be collected to be reused for irrigation. Mr. DiCicco asked if the water could be recycled for use of the pool. Ms. Carey will forward the question to BH+A. Mr. DiCicco would like to get public input on interest in the spray park/splash pad, and Mrs. Chaston would like input of other Town boards including Board of Selectmen. Mr. Toolan wondered if there should be further discussions with the Board of Health regarding the systems that recycle the water. Mr. DiCicco offered to contact Chairman Ed Cosgrove. Ms. Carey reported that BH+A is looking at filter system options, and are looking at a newer style that can reduce the amount of water lost during the back wash cycle. For Funding, Ms. Carey reported that the Vice Chairman of the CPC met with BH+A and Town staff to discuss how to review the project components to determine eligibility. Once BH+A has a recommendation, it will be sent to PPBC who will refer it to the Town's bond counsel. Mr. Toolan raised the issue of the 2017 season at the current Rosemary. BH+A, at the Commission's last meeting, recommended providing the site to the contractor on June 1, 2017 to provide enough time to get the project completed for the Summer 2018 season. Mrs. Chaston asked for something in writing from BH+A or PPBC prior to a Commission vote. Mr. Toolan noted that weather impacts the construction schedule, but could the pool be open for a short period while site work begins? Mr. Toolan also noted the need to coordinate the project with the lake sediment removal project. Ms. Carey noted that the shorter the construction period is, the higher the cost tends to be. At the conclusion of the Commission meeting, Mr. Toolan and Ms. Carey will be attending the PPBC meeting, and Mr. Toolan will raise the Commission's questions to them regarding Summer 2017 to bring back to the next meeting. BH+A has created a concept for the tiers, which would possibly eliminate the need for railings. The addition of some decking areas below the tiers, reducing the height, has been shown to the Building Commissioner who believes it would be acceptable. The fencing around the pool is still under discussion, looking for options to meet safety code but be attractive. Mr. DiCicco asked if BH+A was on target for a September cost estimate. Ms. Carey said they are on schedule, and understand the importance of the deadline for planning purposes.

- B. Open Space and Recreation Plan Update:** Ms. Carey noted this project will likely take a year. Mrs. Chaston, Conservation Commission Chairman Janet Bernardo, Conservation Director Matt Varrell, and Ms. Carey are working on establishing an advisory committee, who will meet about once a month, and help plan several large public events for input. Ms. Carey recommended Ms. Geddes as a member of the

Advisory Committee representing the Commission, and Ms. Geddes accepted. Mr. Toolan noted trails and restoration of the camp property as priorities.

- C. Athletic Facilities Fund:** Ms. Carey reviewed the vote at Town Meeting that reduced the authorization to the fund by the amount recommended to be put aside for the future Memorial Park building project. The amount needed to support the synthetic turf fields replacements was voted into the fund, and the fund now has reached the current goal for that project, but annual updates will be done on the estimate to insure enough money is available. Mr. DiCicco attended the recent Trustees of Memorial Park meeting and participated in their discussion about the fund. The Trustees were disappointed, but Board of Selectmen Chairman Matt Borrelli told them that the Fund description was written so that the account could be used for anything related to an athletic facility. As an example, Mr. DiCicco noted that the Cricket building would be eligible, but emphasized that the original intent was for the synthetic turf replacement so all efforts should be undertaken to insure those funds remain available. Ms. Carey suggested that a study be started within the next year on different options for the carpet replacement, as well as the infill mix options.
- D. DeFazio Parking Issues:** Mr. Toolan reviewed the parking issues on George Aggott Road. He suggested that if neighbors did not want the official “No Parking” signs that possibly “No Parking for DeFazio” might help. Ms. Carey recommended bringing sign ideas to the Traffic Management Advisory Committee. TMAC and the Police Department do not typically recommend signs that can’t be enforced. Mr. Toolan suggested that neighborhood representatives attend TMAC, with the Commission’s support. Mr. DiCicco wondered if temporary snow fence could deter some of the parkers.
- E. Study of Food Trucks/Food Carts:** Mr. Toolan reviewed the discussions from the prior meeting. The Selectmen will likely reach out over the summer for input from the Commission. Mr. Toolan suggested a possible change to the distance that hawkers and peddlers need to be from an active recreation site, which is currently 1,000 feet. Mr. DiCicco also suggested a new definition of hawkers, so that only the intended vehicles are permitted at parks.
- F. Study of Skate Park:** Ms. Carey has been doing some research on pop-up skate parks. For less than \$5,000, a pop-up skate park could be purchased and be moved to different sites and be used for learn to skate programs. The Harold Street Fund could be utilized for the purchase.

5. Action Items

- A. Special Event Request – Pack 4 Cub Scouts:** The Commission reviewed the request for Pack 4 Cub Scouts to hold a “camping” sleepover at Claxton Field on Friday, July 22 through Saturday, July 23 from 4:30 PM on the 22nd to 9:30 AM on the 23rd. Ms.

Carey explained that parks close at dusk, and there are no official Town property camp sites, but that the Commission has allowed one night sleepovers that are part of an educational activity, which this program would be. She recommended that the camping be in the quarry area, but that they also have use of the tot-lot for the grills, picnic tables, and play area. Mr. Gerstel made a motion to approve the request of Pack 4 Cub Scouts to use Claxton Field quarry area and tot lot on Friday, July 22 at 4:30 PM through Saturday, July 23 at 9:30 AM, with rain dates of Friday, July 29-Saturday, July 30, for use as a “camping” sleepover. The motion was seconded by Mr. DiCicco and passed unanimously. Ms. Carey will provide the rules for use, including having information in each vehicle designating they have permission for overnight parking. She will also notify the Police Department.

- 6. Topics for Future Agendas:** The following topics will be added to upcoming agendas: Rosemary Recreation Facility, Commission goals
- 7. Adjournment of Meeting:** Mr. Gerstel made a motion to adjourn the meeting at 8:38 PM. The motion was seconded by Mr. DiCicco and the meeting adjourned at 8:38 PM.

Respectfully submitted,

Patricia M. Carey, CPRP
Director